

IMPORTANT INFORMATION ABOUT REQUIRED VERIFICATIONS IN THE FOOD STAMP PROGRAM

SAVE THIS NOTICE

Verifications are proof (such as identification cards, wage stubs, receipts, bills, etc.) that you need to show us. The following list has some of the most common examples you may need to give us so we can figure your eligibility and benefit amount. You must give us proof anytime you have a change or anytime what you tell us is questionable, out-of-date or incomplete. You may not need to give us all the items on the list; your eligibility worker will tell you what is needed. If you need help in getting any proof, the county will help you get the proof and/or tell you if there is some other way you can show proof. Please bring the proof that applies to you to your interview.

Proof of Identification

- Department of Motor Vehicles driver's license or identification (ID) card or any other ID card with your picture on it.
- Other ID for work, school, health benefits, or for another public assistance program.
- Social security number (SSN) card or other document with your SSN.
- Voter registration card, birth certificate or baptismal certificate, etc.

Proof of Application for Social Security Number

- SSN card OR proof of application for an SSN for each household member who doesn't already have an SSN.

Proof of Alien Status (one of the following)

- Alien Registration Card (green card), Refugee Information Form, Arrival-Departure Card.
- Citizenship papers.
- Other Immigration and Naturalization Service (INS) papers that show your current status.

Proof of Property

- Statements/passbooks that verify current checking/savings account balances in banks, credit unions, savings and loan associations, etc.
- Motor vehicle registration papers or receipts for automobiles, boats, trailers, motorcycles, mobile homes, etc.
- Papers that show what the property is, its worth, who it belongs to, etc.

SEE THE OTHER SIDE OF THIS FORM FOR OTHER EXAMPLES.

Proof of Income

- Payroll check stubs that show name of employer and person who worked, gross amount of pay before deductions, dates of pay period, etc.
- Papers that show where the money came from, the amount, the person who got or will get the money or benefit, and what period of time it's for; such as copies of checks or award letters, loan papers, etc.

SEE THE OTHER SIDE OF THIS FORM FOR OTHER EXAMPLES.

Proof of Shelter Costs/Expenses (billed to you)

- Housing - bills/receipts for
 - rent, house/mortgage payments.
 - insurance and property taxes, if not part of your house payment.
- Actual Utility Costs - bills/receipts (if not included in your rent) for
 - gas, electricity, telephone, utility installation.
 - garbage and trash pickup, water, sewage, etc.
- Standard Utility Allowance (SUA) - bills/receipts
 - for heating or cooling costs that show you are billed separately from rent or mortgage payment.
 - or signed agreement showing that the amount you are charged is based upon a meter that shows how much gas or electricity you use each billing period.
 - for wood or other fuel used for heating or cooling.

SEE THE OTHER SIDE OF THIS FORM FOR WHAT WE MEAN WHEN WE SAY--

Actual Utility Costs And Standard Utility Allowance (SUA)

- Shared Housing or Utilities - bills/receipts
 - or other papers that show what was paid or owed, and which costs each person paid/owed.

Proof of Allowable Dependent Care Costs - bills/receipts

- that show the name of the person who gave the care, name of the person(s) cared for, cost of the care, and the name of the person who paid for the care.

SEE THE OTHER SIDE OF THIS FORM FOR WHAT WE MEAN WHEN WE SAY--

Allowable Dependent Care

Proof of Allowable Court Ordered Child Support Paid

- copies of the court order that requires a member of the household to pay child support for a child not living with the household.

SEE THE OTHER SIDE OF THIS FORM FOR WHAT WE MEAN WHEN WE SAY--

Allowable Court Ordered Child Support.

SEE OTHER SIDE FOR MORE INFORMATION

After your eligibility interview the county will tell you what to show if you need to show other proof for such things as, but not limited to, proof of:

Residency

Citizenship

Household Composition

Eligible Educational or Training Costs

Inability to work due to mental or physical unfitness for employment

Severe Disability

Medical Expenses (If elderly, age 60 or over, or disabled)

Cooperation with Work and Training Requirements (some households will need proof of going to work assignments or training, to job contacts, or on job searches.)

WHAT WE MEAN WHEN WE SAY:

Property - cash or other items belonging to you and to anyone living with you that can be changed to cash, such as, but not limited to the following:

- Cash on hand or cash kept elsewhere, and investments, stocks, and bonds.
- Checking accounts, savings accounts in banks, credit unions, savings and loan associations, etc.
- Real estate, other than the home where you live.
- Income tax refunds.
- Winnings from bingo, lottery, prizes, etc.
- Trust funds, stocks, bonds, and certificates.
- Notes, mortgages, deeds, sales contracts.
- Oil, mining, or mineral rights.
- Retirement funds that you can get if you stop work.
- Other retirement funds, such as IRAs or Keogh Plans, etc.
- List of safety deposit box contents.
- Life insurance and burial policies that show the cash surrender value.

Income - money you get from any source, such as, but not limited to the following:

- Employment, such as full-time, part-time and self-employment (including hobbies).
- Training, such as Work Study, JTPA, GAIN, or other program that may include a training allowance.
- Student grants and loans.
- Welfare, such as AFDC (Aid to Families with Dependent Children), RCA (Refugees), or GA/GR (General Assistance).
- State benefits such as UIB (unemployment insurance) and DIB/SDI (disability insurance benefits/state disability insurance).
- Workers compensation.
- Child or spousal support and alimony.
- Social Security Administration, such as supplemental security income/state supplementary program (SSI/SSP); other disability or retirement or survivors benefits.
- Veterans Administration, such as disability or GI Bill
- Military allotment of pension.
- Railroad disability or retirement.
- Other disability, retirement or pension from a private or federal, state, or local government agency.
- Roomers and boarders.
- Loans, gifts, and contributions.
- Income from rental property.

Actual Utility Costs - actual costs for your utilities (up to the maximum allowable deduction).

Standard Utility Allowance (SUA) - a monthly amount for all your utilities if you are billed for heating or cooling costs apart from your rent or mortgage payment. AND if you are billed for gas or electricity, your charges must be based upon a meter that shows the amount of gas or electricity used.

Allowable Dependent Care Costs - actual monthly costs of the care of a child or other dependent, if working, looking for work or going to school to prepare for work (up to the current maximum).

Court Ordered Child Support Allowance - actual court ordered child support paid monthly by a household member for a child not living in the home. This can include payment for current and past months support amounts, if paid in the current month.